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25061

5 JUN 1964

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Health Unit Service for the Roosevelt Building

REFERENCE : Letter to DCI from Chief, Personnel and Training Division, Bureau of Public Roads, dated 25 May 1964 (Attachment 1)

1. The Dependents Medical Facility (DMF) in the Roosevelt Building does not now have the capability of providing health unit services. Although it is, of course, always ready to provide emergency medical service, its mission, as you know, is that of conducting physical examinations of dependents accompanying Agency employees proceeding to or returning from overseas assignments. Indeed, as you will also recall, we initiated the DMF by diverting medical examining functions from other areas since no specific funds or positions were approved in this year's budget for the DMF.

2. In our financial plan for FY 1965, which we submitted this week, we requested two additional positions and funds to enable us to continue the DMF. If this is approved, I believe we can expect the requested DMF to provide such health unit service for our own personnel in the Roosevelt Building and also to the 15% employees of the Bureau of Public Roads as requested and also to the 15% employees of the Bureau of Public Roads as requested in the reference letter. We certainly would be in favor of this, and would be ready to convert other Medical Staff space in the Roosevelt into the necessary health room.

3. Informal conversation with the Office of Security indicates that if the decision is made to utilize medical records to provide health unit service to BPR employees in the Roosevelt Building, appropriate security procedures can be developed to handle such personnel whenever they have occasion to come to the Agency medical area for such service. When these security procedures are developed, we shall request that BPR personnel having a need for our health unit service report first to a central point, such as the admissions office, in BPR for referral to the health unit.

4. In the hope and expectation that our budget request for expenditures to operate the DMF will be approved, we have prepared a reply to the Bureau of Public Roads for your signature as requested; this is attached as Attachment 2.

SIGNED

JOHN R. TIETJEN M.D.

John R. Tietjen, M.D.
Chief, Medical Staff

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ME/ExO/[redacted] (5 Jun 64)

Attachments:
1. ltr fr BPR to DCI dtd 25 May 64
2. ltr fr ME/S to BPR

Distribution:
Orig & 1 - Addressee (w/atts)
#1 - Executive Director (w/basic)
2 - O-C/ME (w/atts)
2 - O-ExO/MS (w/atts)
#Attachment 2 only (not this memo)

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